

DidiBahini

Application Form for Inclusion in the Roster

1. Applicant Information

- **Company/Firm/Individual Name:** _____
- **VAT/PAN Number:** _____
- **Year of Establishment:** _____
- **Contact Person Name:** _____
- **Designation:** _____
- **Phone Number:** _____
- **Email Address:** _____
- **Company Address:** _____

2. Category of Interest

(Please select one or more categories from the list below)

A. Supply & Delivery

- | | | |
|--|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Stationery | <input type="checkbox"/> Bags | <input type="checkbox"/> Printing |
| <input type="checkbox"/> IT-related supply | <input type="checkbox"/> Furniture | <input type="checkbox"/> Electrical |

B. Services (Non-Consulting)

- | | |
|---|---|
| <input type="checkbox"/> Publication services | <input type="checkbox"/> Information Technology (Photo/Videography, Webpages) |
| <input type="checkbox"/> Food and Hospitality | |
| <input type="checkbox"/> Vehicle Rental | |

C. Consulting Services

- Firm/Company (Training, Legal, Expert Services, Project Review)
- Individual (Legal, GESI, GRB, Climate, Agriculture, Policies, Education, Health, Capacity Building, Development/Governance, Project Review, Other Expert Services)

3. Documents Submission Checklist

(Attach the following mandatory documents)

- | | |
|---|--|
| <input type="checkbox"/> Company/Firm registration certificate | <input type="checkbox"/> Company/Firm profile (if available) with experience and client references |
| <input type="checkbox"/> Company/Firm renewal certificate | <input type="checkbox"/> Business/Trade License (if applicable) |
| <input type="checkbox"/> VAT/PAN registration certificate | <input type="checkbox"/> Updated CV with references (for individuals) |
| <input type="checkbox"/> Tax Clearance certificate – FY 2080/81 | |

4. Declaration

I, the undersigned, declare that the information provided in this application is true and accurate. I understand that this is an expression of interest and not a contract for procurement. I also acknowledge that DidiBahini reserves the right to conduct supplier screening and verification.

Applicant's Name: _____

Signature: _____

Date: _____

Authorized Stamp